

**TOWN OF NORTHFIELD  
BOARD OF SELECTMEN  
Minutes of July 14, 2008**

- I. **ROLL CALL:** Chair Roger LeClair, Selectmen Melvin Adams (absent), Kenneth Johnson, Charles Morse, and Gregory Sanders. Also present were Town Manager Nanci Allard, Clerk Samantha Baraw, Sally Davidson (Recreation Committee), Chris Alger (Northfield Fire Department), Alana Richard (Northfield Ambulance Service), Lawton Rutter (Northfield Ambulance Service), and Kathleen Lott (*Northfield News & Transcript*).

Chair LeClair called the meeting to order at 7:00 p.m.

II. **APPROVAL OF MINUTES**

- a. **June 23, 2008 (Regular Meeting).** Motion by Selectman Morse, seconded by Selectman Sanders, to approve the minutes. **Motion passed 4-0-0.**
- b. **July 7, 2008 (Special Meeting).** Motion by Selectman Morse, seconded by Selectman Sanders, to approve the minutes. Item 5 should include employees –although they are covered by the Personnel Policy. **Motion passed 4-0-0.**

III. **APPROVAL OF BILLS**

- a. **Warrant #02-09:** Motion by Selectman Morse, seconded by Selectman Sanders, to approve Warrant #02-09 in the amount of \$139,302.16. **Motion passed 4-0-0.**

IV. **PUBLIC PARTICIPATION:**

- a. **Chris Alger: Northfield Annual Safety Day Committee.** Mr. Alger reported that the 15<sup>th</sup> Annual Safety Day would be held this coming Saturday (07/19/08). Mr. Alger invited the Town Selectmen and Village Trustees to come and help open the ceremonies as well as attend the closing ceremony with Governor James Douglas.

V. **MANAGER'S REPORT**

- a. **Status Reports: Various Projects:**
  - a. **Tax Bills.** Tax bills will be going out tomorrow (07/15/08).
  - b. **Board of Listers.** With all the work that the Listers have been doing, there are only six (6) appeals pending.
  - c. **Winter Salt.** We don't expect a problem this year. There will be an extra charge for delivery since we do not have a storage facility.
  - d. **New Police Station.** There was a meeting today with the engineering design firm E.F Wall. Bottom line figure is about \$880,000. The price is \$820,000 and we are expecting \$60,000 from our own workers. The Municipal Facilities Committee will meet tomorrow night (07/15/08) at 6:30 p.m. to discuss this. Manager Allard would like authorization, with the committee's approval, to go forward with the contract. Motion by Selectman Johnson, seconded by Selectman Morse, to authorize the Manager to execute the contract with the Municipal Facilities Committee's approval. **Motion passed 4-0-0.**

VI. **SELECTBOARD**

- a. **Executive Summary: Washington Electric Cooperative Line Extension Permit.** Motion by Selectman Morse, seconded by Selectman Sanders, to approve the permit. One change on permit: "June 24, 2008" should be "July 24, 2008." **Motion passed 4-0-0.**
- b. **Executive Summary: Dubois & King Drainage Improvements Proposal:** Motion by Selectman Morse, seconded by Selectman Sanders, to approve the proposal. There was a question regarding the process to bill portions of the project that are in the Village. Although Manager Allard will discuss this matter with the Village Trustees, the Selectmen do not feel that we should hold up the process. **Motion passed 4-0-0.**

- c. **Resolution for former Selectman Richmond Moot:** Motion by Selectman Morse, seconded by Selectman Sanders, to adopt and sign the resolution. **Motion passed 4-0-0.**
- d. **Utility Work within Town Rights-of-Way.** There were some standards set. The goal is to have these standards adapted to the Town policies. Motion by Selectman Johnson, seconded by Selectman Sanders, to have this incorporated into the policy by management. **Motion passed 4-0-0.**
- e. **Corrected Cemetery Rates.** These are corrected with the Weekend/Holiday Burial costs. Motion by Selectman Morse, seconded by Selectman Sanders, to formalize the corrected cemetery rates. **Motion passed 4-0-0.**
- f. **Highway Standards.** Highway Superintendent William Lyon soon will be providing the Selectmen with information at intervals that can be filed in loose-leaf binders.
- g. **Bear Farm Road.** Large boulders have been placed in the Town's right-of-way. The Selectboard had requested that some work be done. To Manager Allard's knowledge, this has not been done. An individual had done some road work and the Selectboard had requested that the work be done to Town standards. The individual has not been done this and is refusing to do the work. The Selectboard would like to have the boulders removed and draft a Town Ordinance to prevent situations like this occurring again.
- h. **Status Reports: Various Projects**
  - 1. **Last Mile Ride '08.** Gifford Medical Center is sponsoring a group motorcycle ride through Central Vermont on Saturday, August 16, 2008. This is a fundraiser for end-of-life care. The motorcycles will be passing briefly through Northfield sometime around 1:00 p.m.

**VII. PUBLIC PARTICIPATION: Non-agenda items:**

- a. **Sally Davidson, Recreation Committee.** The Recreation Committee is sponsoring theme night at the pool from 6:00 to 8:00 on Wednesday. There is movie night at dusk on Friday night at Memorial Park. They will be showing "Bridge to Terabithia." The committee also has sponsored the helmets for Safety Day. They have some recommendations in light of the recent thefts at the pool.

**VIII. EXECUTIVE SESSION:** Motion by Selectman Morse, seconded by Selectman Johnson, to go into executive session without Manager Allard present in order to discuss a personnel matter (Manager Evaluation). **Motion passed 4-0-0.**

The Board went into executive session at 8:11 p.m.

Motion by Selectman Morse, seconded by Selectman Johnson, to come out of executive session. **Motion passed 4-0-0.**

The Board came out of executive session at 8:24 p.m. No action was taken.

**IX. ADJOURNMENT:** Motion by Selectman Morse, seconded by Selectman Sanders, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 8:25 p.m.

Respectfully submitted,

*Samantha H. Baraw*

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.